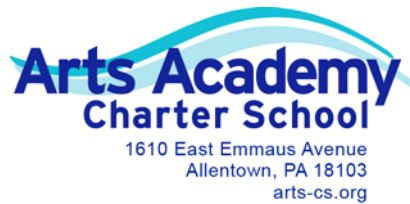


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Board Policy 1.3.1

Board Members

General

The Board shall consist of a minimum of 5 and a maximum of 9 members, each of whom shall take the Oath of Office required by the Pennsylvania School Code, 24 P.S. 3-321.

The Executive Director shall have a seat on the Board and the right to speak on all matters but not the right to vote.

Board members shall serve without pay and shall not receive compensation in the form of monetary compensation, goods or services, unless expressly permitted by and subject to the limitations of specific Board Policy.

The Arts Academy Regional Charter School's charter, to the extent applicable, shall govern all Board activities and processes, including composition of the Board, voting procedures, Board member rights and conflicts, etc. To the extent that this Policy conflicts with language contained within the AACCS charter, the charter language shall supersede.

Board Member Qualifications

Each member of the Board shall meet the following qualifications:

- Must be at least eighteen (18) years of age;
- May not be a member of the Board of Directors of any chartering public school district;
- Shall not be currently or become engaged in any activities deemed to be a conflict of interest by AACCS Board Policy;
- Shall not have been removed from any public office under federal, state or local laws for any malfeasance in such office;

Vacancies

In the event that a vacancy occurs by reason of death, resignation, or otherwise, such vacancy shall be filled in accordance with the Sunshine Act and by appointment by a majority vote of the remaining members of the Board as expeditiously as possible. Pending fulfillment of vacancies, a quorum and/or majority shall continue to be calculated as if no vacancy existed, i.e., the same number of Board members are required for a quorum or majority regardless of whether a

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vacancy exists. Where possible, the Board member creating the vacancy through resignation or otherwise shall remain an active member of the Board until such time as a replacement is selected.

Term

After 3 successive 3 year appointments (9 years), a Board member must take 1 year off and then can reapply to serve as a Board member.

Removal from Board

A Board member who:

- a) neglects or refuses to attend two (2) successive regular meetings of the Board without reasonable justification,
- b) fails to attends more than 8 board meetings per school year unless detained by sickness or prevented by necessary absence from the school,
- c) neglects or refuses to act in his/her official capacity as a school director, or does not follow school policy, or
- d) fails to timely file the required Statements of Financial Interest,

may be removed from his/her office, with prior notice, on the affirmative vote of a majority of the remaining members of the Board, excluding the officer who is the subject of the vote.

Reimbursement for Expenses Related to Conventions, Trainings, Seminars and Other Opportunities

Board members, a nonmember Board Secretary, and/or the EXECUTIVE DIRECTOR may be reimbursed for necessary expenses actually incurred as a result of participation in a convention, training, seminar or other similar opportunity. The Board, by majority vote, shall determine whether such reimbursement may be made and, if so, shall set specific cost and reimbursement limits. Related expenses that may, but are not required, to be reimbursed are: travel expenses at the current federal mileage rate; food and lodging expenses; registration fees, and other related expenses. Approved expenses shall be reimbursed only upon presentation of an itemized, verified statement, except that advance payments may be made upon presentation of estimated expenses to be incurred.

Reimbursements under \$100 (must include invoice and reason for the expense), may be paid automatically by the Business Manager. It does not need to be voted upon by the Board.

Board members who express a willingness to attend a conference, convention, etc., will complete the required request form at least three (3) weeks in advance of the scheduled conference, or by such intervals as specified by the Business Manager, and forward the request to the business office.

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In no circumstance may a single Board member be reimbursed for more than one (1) out-of-state convention/training/seminar or a convention/training/seminar that requires an overnight stay or more than two (2) in-state or single or partial-day conventions, trainings or seminars.

Board Member Orientation

Under the guidance of the Board Development & Advancement Committee, the Executive Director, and at the direction of the Board President, a basic orientation will be provided to all new Board members. Such orientation shall include a guided tour of the school and copies, electronic and paper, including:

Electronically:

- The school's Policy Manual
- The school's Staff Procedures Manual
- The school's Student Handbook and Code of Conduct
- Plus the following in booklet form:
 - Vision and Mission
 - Board Operational Calendar
 - Board Member Information
 - Relationships
 - Responsibilities
 - Division of Roles
 - Committees
 - Lists of Leadership Group Members
 - Administrative Job Descriptions
 - Staff List

School Support of Board Members

Staff assistance in the form of research efforts, report preparation, correspondence, etc., as well as use of the facility, resources and/or equipment, shall be available at the request of individual Board members for the purpose of carrying out Board business. Such request shall be made at a public Board meeting and must specify the specific resources, personnel, and/or equipment that the Board member is requesting to use. Such request shall be determined by a majority vote. Where the use of such staff assistance, facilities, resources and/or equipment is reasonably believed to result in a significant burden to school personnel, finances and/or resources, the Board should deny such requests. Personal, non-Board-related use of staff, facilities, resources and/or equipment shall not be permitted.

Involvement in the Operations of the School

Board members shall not be involved or insert themselves in the day-to-day operations of the school, as that is the specifically-assigned duty of the Executive Director. To the extent that an individual Board member wishes to obtain information about the specific operations of the

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school, he/she is required to make a formal request to the Executive Director at a public Board meeting, and, unless the Board raises an objection, the Executive Director shall then be tasked with providing a written summary of the requested information, along with any relevant documentation, to be presented at a specifically-designated public Board meeting.

Where such requests by Board members are likely to be burdensome and interfere with the operation and management of the school, the Board should vote to deny such requests unless the Board deems them to be crucial information necessary for the completion of a designated Board function.

At no time shall any individual Board member, without being specifically tasked by formal vote of the Board to do so, conduct investigations within the school, interview school staff, parents, or students for the purpose of conducting an investigation, or otherwise perform tasks generally reserved to the Executive Director.